



United States Department of the Interior
National Business Center
Aviation Management
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DOI AM OPERATIONAL PROCEDURES (OPM) MEMORANDUM NO. 06-03

Subject: Use of Privately Owned Aircraft

Effective Date: January 1, 2006

Supersedes: OPM 05-03 dated January 1, 2005

Distribution: A, B, & C

Expiration: December 31, 2006

.1 Purpose. This OPM incorporates the use of privately owned aircraft into the Transportation of Passengers policy in 350 DM 1.7.

.2 General. Privately owned aircraft as defined in 350 DM 1, Appendix 5, have not been required to comply with the policies and definitions prescribed in 41 CFR 101-37 which is required for travel on Government aircraft. This has led to family members of employees being carried on official business flights in privately owned aircraft without complying with 41 CFR 101-37.

.3 Policy.

A. Delete the current 350 DM 1.7 that reads:

Transportation of Passengers. Travel on Government aircraft is restricted to official travel or travel on a space-available basis subject to the policies and definitions prescribed in 41 CFR 101-37.

B. Add the new 350 DM 1.7 that reads:

Transportation of Passengers. Travel on Government aircraft or privately owned aircraft (as defined in 350 DM 1, Appendix 5) on official business is restricted to official travel or travel on a space-available basis subject to the policies and definitions prescribed in 41 CFR 101.37, OMB Circular A-126 and OAS Operational Procedures Memorandum 7.

/s/ Mark L. Bathrick
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